MOBIUS REPORT DESCRIPTIONS

HAA8000   Leave Balance Report

The Leave Balance Report lists employee leave balance information, including beginning leave balance, accrual and usage for the pay period, and ending leave balance, for all leave categories. The employees are grouped by pay cycle, payroll group, payroll number, and pay location. *Mobius Retention Period: 2 regular pay cycles*

FIELD NAME	DESCRIPTION
OPENING BALANCE	Displays the employee's leave balance at the start of the pay cycle.
CURRENT ACCRUALS	Displays the amount of leave the employee accrued during the pay cycle.
CURRENT USAGES	Displays the amount of leave the employee used during the pay cycle.
CLOSING BALANCE	Displays the employee's leave balance at the end of the pay cycle. This amount is derived by adding the CURRENT ACCRUALS amount to the OPENING BALANCE and subtracting the CURRENT USAGES amount.

HAA8100   Leave Liability Report

The Leave Liability Report estimates the potential dollar liability for accrued employee leave balances at a specified point in time. It lists all employees who have a positive leave balance. The employees are grouped by fund, agency, and leave category. *Mobius Retention Period: 2 regular pay cycles*

FIELD NAME	DESCRIPTION
BALANCE (IN HOURS)	Displays the employee's leave balance in hours. The total leave balance for all employees included in the listed leave category, agency, and fund, is then displayed, along with the total leave balance for all the employees listed in this report.
HOURLY ESTIMATED RATE	Displays the employee's estimated hourly wage. The total estimated hourly wage for all employees included in the listed leave category, agency, and fund, is then displayed, along with the total estimated hourly wage for all the employees listed in this report.
LIABILITY	Displays the employee's estimated leave liability. The total leave liability for all employees included in the listed leave category, agency, and fund, is then displayed, along with the total leave liability for all the employees listed in this report. This figure is derived by multiplying the employee's estimated hourly rate by the employee's leave balance in hours. The system uses the employee's base pay event or uses the pay event specified in the Site Specific Parameter (SPAR) entry LEAVE PAY TYPE CODE to determine the rate.

HAR1100   One Time Pay and Deduction Register Report

The One Time Pay and Deduction Report provides a summary of all information regarding one-time payments and deductions that employees have received in the specified time period. The report groups employees by pay cycle, payroll group, payroll number, and pay location. One-time payments are divided by wages and reimbursable expenditures. One-time deductions are divided by deductions and fringe benefits. Each one-time pay and deduction event total is separated by the following categories: total for the employee, check, pay location, payroll number, payroll group, pay cycle, and run number. *Mobius Retention Period: 2 regular pay cycles*

FIELD NAME	DESCRIPTION
EMPLOYEE	Displays the name of the employee.
EMPL/APPT ID	Displays the employee's social security number and appointment ID number. A blank appointment ID indicates a primary appointment.
CHECK NO	Displays the check number for the one-time payment.
BANK ACCT NO	Displays the SAM II HR/Payroll System bank account code designated for pay.
DATE	Displays the date of the one-time payment or deduction.
TYPE CODE	Displays the code for the pay event or deduction/benefit type.

TYPE DESCRIPTION	Displays the short description of the pay event or deduction/benefit type.
PLAN CODE	Displays the code for the deduction/benefit plan, if applicable.
PLAN DESCRIPTION	Displays the short description for the deduction/benefit plan, if applicable.
PAY	Displays the pay adjustment amount, if applicable.
REIMBURSE EXP	This field is not used by State of Missouri.
DEDUCTIONS	Displays the deduction adjustment amount, if applicable.
FRINGE BEN	Displays the fringe benefit adjustment amount.
DOCUMENT ID TYPE	Displays the code for the type of document used for the one-time payment or deduction (i.e. 1PAY or 1DED).
AGENCY	Displays the employee's home agency code as entered on the document used for the one-time payment or deduction.
NUMBER	Displays the document identification number.
TOTAL PAY LOCATION	Displays the totals for the specified pay location.
TOTAL PAYROLL NUMBER	Displays the totals for the specified payroll number.
TOTAL PAYROLL GROUP	Displays the totals for the specified payroll group
TOTAL PAYROLL CYCLE	Displays the totals for the specified pay cycle.
TOTALRUN NUMBER	Displays the totals for the report.

HAR1200   Deduction Processing Exception Report

The Deduction Processing Exception Report lists all employees with deductions that were not taken out during a pay period. The reason the deduction was not taken is listed under each deduction. This report runs every pay period.
Mobius Retention Period: 2 regular pay cycles

FIELD NAME	DESCRIPTION
EMPLOYEE	Displays the employee's name.
EMPL/APPT ID	Displays the employee's social security number and appointment ID. A blank appointment ID indicates a primary appointment.
CHECK NO	Displays the employee's pay check number.
BANK ACCT NO	Displays the bank account number code.
DEDUCTION TYPE	Displays the deduction type.
DEDUCTION PLAN	Displays the deduction plan.
RE-CYC	Indicates whether or not the deduction will be recycled into the next pay period.
DEDUCTION AMOUNT NOT TAKEN	Displays the total deduction amount not taken.
DEDUCTION AMOUNT TAKEN	Displays the total deduction amount that was taken.
GROSS PAY	Displays the employee's gross pay.
NET PAY	Displays the employee's net pay.

HAR1300   Check Cancellation Register

The Check Cancellation Register Report provides a comprehensive list of payroll reversal activity associated with each employee check that was cancelled within the selected time period. Employees are grouped by payroll group, payroll number, and pay location. This report runs every pay cycle. *Mobius Retention Period: 6 months*

FIELD NAME	DESCRIPTION
EMPLOYEE NAME	Displays the employee's name.
EMPL/APPT ID	Displays the employee's social security number and appointment ID number. A blank appointment ID indicates a primary appointment.
CHECK NO	Displays the employee's check number.
BANK ACCT NO	Displays the SAM II HR/Payroll System bank account code designated for pay.
CHECK DATE	Displays the date of the check.
DATE	Displays the date for each event type from the cancelled check.
EVENT TYPE	Displays each event type code from the cancelled check.
PLAN	Displays each deduction plan code, if applicable.
DESCRIPTION	Displays each event description.
PAY	Displays the amount of reversed pay for each pay event type and is totaled at the bottom of the column.
REIMBURS EXP	Displays the amount of reversed reimbursable expenditures for each reimbursable expenditure event type, if any, and is totaled at the bottom of the column.
DEDUCTIONS	Displays the amount of reversed deductions for each deduction event type and is totaled at the bottom of the column.
FRINGE BEN	Display the amount of reversed pay for each fringe benefit event type, if any, and is totaled at the bottom of the column.
COVERED WAGES	Display the amount of covered wages and is totaled at the bottom of the column.
DOCUMENT ID TYPE	Displays the document type from which event type was generated.
AGENCY	Displays the employee's Agency code.
NUMBER/LINE	Displays the document number from which each event type was generated as well as the document line number, if applicable.

HAR1400   External Adjustments Report

The External Adjustments Report provides a comprehensive list of pay and deduction adjustment activity for each applicable employee within the selected time period. Employees are grouped by pay cycle, payroll group, payroll number, and pay location. This report runs every pay cycle. *Mobius Retention Period: 2 years*

FIELD NAME	DESCRIPTION
EMPLOYEE NAME	Displays the employee's name.
EMPL/APPT ID	Displays the employee's social security number and appointment ID number. A blank appointment ID indicates a primary appointment.
CHECK NO	Displays the employee's check number.
BANK ACCT NO	Displays the code for the associated bank account.
CHECK DATE	Displays the date of the check.
DATE	Displays the date for each event type from the cancelled check.
TYPE	Displays each event type code from the cancelled check.
PLAN	Displays each deduction plan code, if applicable.
DESCRIPTION	Displays each event description.
PAY	Displays the amount of reversed pay for each pay event type and is totaled at the bottom of the column.
REIMBURS EXP	Displays the amount of reversed reimbursable expenditures for each reimbursable expenditure event type, if any, and is totaled at the bottom of the column.

DEDUCTIONS	Displays the amount of reversed deductions for each deduction event type and is totaled at the bottom of the column.
FRINGE BEN	Display the amount of reversed pay for each fringe benefit event type, if any, and is totaled at the bottom of the column.
COVERED WAGES	Display the amount of covered wages and is totaled at the bottom of the column.
DOCUMENT ID TYPE	Displays the document type from which event type was generated.
AGENCY	Displays the employee's Agency code.
NUMBER/LINE	Displays the document number from which each event type was generated as well as the document line number, if applicable.

HAR2200   Time and Leave Rejected Transaction Report

The Time and Leave Rejected Transaction Report lists all elements of rejected time and leave transactions by document. This listing is useful in tracking and correcting rejected documents since the error message is listed with the entered information. No totals are displayed in this report. *Mobius Retention Period: 2 regular pay cycles*

FIELD NAME	DESCRIPTION
AHRS BATCH TYPE	Displays the time or leave event document type.
AGENCY	Displays the employee's home agency code as entered on the time or leave event document.
NUMBER	This field is not used by State of Missouri.
INPUT AMOUNT	This field is not used by State of Missouri.
COMPUTED AMOUNT	This field is not used by State of Missouri.
DOC LINE	Displays the number of the detailed document line.
EVENT DATE	Displays the date when the event occurred.
INPUT AMT	Displays the number of hours and minutes of the time or leave event. This will be displayed as hours.minutes (i.e. 4.25 = 4 hours and 25 minutes).
TITL/STTL	This field will be blank. Title and sub-title cannot be overridden at the timesheet level.
RATE	This field will be blank. Rate cannot be overridden at the timesheet level.
POSN ID	This field will be blank. Position cannot be overridden at the timesheet level.
GRADE	This field will be blank. Grade cannot be overridden at the timesheet level.
STEP	This field will be blank. Step cannot be overridden at the timesheet level.
SUPP ID	This field is not used by State of Missouri.
REDUCE BASE	This field defines whether or not the reduce base pay flag has been checked.
LD PROF	Displays the Labor Distribution Profile code being used, if any, to override the employee or position assignment.
FUND	Displays the Fund being used, if any, to override the employee or position assignment.
AGY	Displays the Agency code being used, if any, to override the employee or position assignment.
ORG/SORG	Displays the Organization and Sub-Organization codes being used, if any, to override the employee or position assignment.
APPR UNIT	Displays the Appropriation Unit code being used, if any, to override the employee or position assignment.
ACTV	Displays the Activity code being used, if any, to override the employee or position assignment.
FUNC	Displays the Function code being used, if any, to override the employee or position assignment.
OBJ/SOBJ	Displays the Object and Sub-Object codes being used, if any, to override the employee or position assignment.
JOB	Displays the job number being used, if any, to override the employee or position assignment.

RPTG	Displays the Reporting Category being used, if any, to override the employee or position assignment.
DOC ID	Displays the document identification number.
EMP NAME/ID/ APPT	Displays the employee's name, social security number, and appointment ID number.
INPT/CMPTD AMOUNTS	This field is not used by State of Missouri.

HAR5200   Payroll Register Report

The Payroll Register Report provides a list of all employees who were paid during a specified pay cycle. This report lists all data appearing on each employee's paycheck stub or direct deposit advice, as well as some additional information. It runs every pay cycle. *Mobius Retention Period: 6 months*

FIELD NAME	DESCRIPTION
EMPL/APPT ID	Displays the employee's social security number and appointment ID number. A blank appointment ID indicates a primary appointment.
ALT ID	This field is not used by State of Missouri.
TITL/STTL	Displays the employee's title and sub-title codes.
TAX CL	Displays the employee's tax class code.
FICA CL	Displays the employee's FICA class code.
S & L MAR STAT/EXEMT	Displays the employee's State and local marital status and exemptions.
FED MAR STAT/EXEMPT	Displays the employee's Federal marital status and exemptions.
PPOL	Displays the employee's pay policy code.
DPOL	Displays the employee's deduction policy code.
LPOL	Displays the employee's leave policy code.
PYCL	Displays the employee's pay class code.
MAIL CHECK HOME	This field indicates whether or not the employee's check is designated to be mailed to their home or pay location.
PEN ID	This field indicates the employee's eligibility for a pension plan.
PAY	Displays any pay events, at the category level, for which pay has been generated for the employee.
DED	Displays the deductions for the employee at the category level.
GRS	Displays the employee's gross pay.
RUN NO	Displays the payroll run number.
CHECK DATE	Displays the date of the check.
CHECK/ADVICE NUMBER	Displays the check/advice statement number.
TOTAL PAY	Displays the employee's total pay for the pay cycle.
TOTAL DED	Displays the employee's total deduction amount for the pay cycle.
TOTAL REX	This field is not used by State of Missouri.

HAR5300   Hours to Gross Register Report

The Hours-to-Gross Register Report provides a list of pay events used in the calculation of gross pay. The report lists all elements of hours worked by an employee including FLSA and overtime hours, the hourly rate of the employee, and the amount payable to the employee. It also calculates the total number of hours worked, and the total amount paid. This report runs every pay cycle. *Mobius Retention Period: 6 months*

FIELD NAME	DESCRIPTION
EMPLOYEE NAME	Displays the employee's name.
EMPLOYEE/APPT	Displays the employee's social security number and appointment ID number.
ALT ID	This field is not used by State of Missouri.
AGENCY	Displays the employee's agency.
CHECK/ADVICE	Displays the employee's pay check of direct deposit advice number.

TITLE	Displays the employee's job title code and description.
AP	Indicates whether the number displayed in the RATE/AMOUNT field is a percentage rate (P) or a dollar amount (A).
EVENT DATE	Displays the event date.
EVENT TYPE	Displays the event type code.
INPUT UNIT	Displays the event type input units.
INPUTAMT	Displays the event type input amount.
OV MIN ID	Indicates the employee's overtime code.
OV MIN AMOUNT	Displays the amount of overtime, if any.
RATE/AMT	Displays the employee's pay rate or amount.
TOTAL PAY FACTOR	Displays the pay calculation factor (i.e. 1.0 = straight time, 1.5 = time and a half).
TOTAL PAY AMOUNT	Displays the calculated pay amount for the event.
PAY REX	Indicates the event type (P=Pay Type; L=Leave Type; F=FLSA Pay Type; D=Deduction Type).
ST	Displays the employee's FLSA (Fair Labor Standards Act) status.
FACTOR	Displays the FLSA calculation factor (i.e. 1.0 = straight time, 1.5 = time and a half).
AMOUNT	Displays the calculated FLSA pay amount for the event.
FACTOR	Displays the FLSA calculation factor (i.e. 1.0 = straight time, 1.5 = time and a half).
AMOUNT	Displays the number of FLSA hours.
TYPE	Indicates the document type.
AGENCY	Displays the employee's home agency code.
NUMBER/LINE/SUB	Displays the document number and line number.
TOTAL HOURS	Displays the employees total hours for the pay period.
TOTAL PAY	Displays the employee's total pay for the pay period.

HAR6100   Check Register Report

The Check Register Report provides a list of all checks issued during a given pay cycle. Only the employees' gross pay and net pay are shown. Employees are grouped by pay cycle, payroll group, payroll number, and pay location. This report runs every pay cycle. *Mobius Retention Period: 6 months*

FIELD NAME	DESCRIPTION
CHECK NUMBER	Displays the employee's pay check number.
EMPLOYEE NAME	Displays the employee's name.
EMPLOYEE ID/APPOINTMENT ID	Displays the employee's social security number and appointment ID number.
ALT ID	This field is not used by State of Missouri.
GROSS AMOUNT	Displays the employee's amount of gross pay for the pay cycle.
NET AMOUNT	Displays the employee's amount of net pay for the pay cycle.
TOTAL PAY LOCATION	Displays the total gross and net pay amounts for the pay location as well as the total number of valid and invalid checks.
TOTAL PAYROLL NUMBER	Displays the total gross and net pay amounts for the payroll number as well as the total number of valid and invalid checks.
TOTAL PAYROLL GROUP	Displays the total gross and net pay amounts for the payroll group as well as the total number of valid and invalid checks.
TOTAL PAY CYCLE	Displays the total gross and net pay amounts for the pay cycle as well as the total number of valid and invalid checks.
REPORT TOTAL	Displays the total gross and net pay amounts for the report as well as the total number of valid and invalid checks.
CHECK COUNT/VALID	Displays the number of valid checks for each total category. CHECK COUNT/INVALID – Displays the number of invalid checks for each total category.

HAR6200   Direct Deposit Register

The Direct Deposit Register Report provides a list of employees paid via a direct deposit transaction. For each direct deposit advice the employees' gross and net pay are shown. This report runs every pay cycle. *Mobius Retention Period: 6 months*

FIELD NAME	DESCRIPTION
CHECK NUMBER	Displays the employee's direct deposit advice number.
PN	Indicates the Net Pay Distribution ID. A blank field indicates an Electronic Funds Transfer (EFT) and will always be blank on this report.
EMPLOYEE ID/ APPOINMENT ID	Displays the employee's social security number and appointment ID number.
ALT ID	This field is not used by State of Missouri.
GROSS AMOUNT	Displays the employee's amount of gross pay.
NET AMOUNT	Displays the employee's amount of net pay.
EMPL BANK ROUTING #	Displays the employee's ABA routing number.
EMPLOYEE BANK ACCOUNT NUMBER	Displays the employee's bank account number.
ACCT TYPE	Displays the employee's bank account type.
TOTAL PAY LOCATION	Displays the total gross and net pay by pay location.
TOTAL PAYROLL NUMBER	Displays the total gross and net pay by payroll number.
TOTAL PAYROLL GROUP	Displays the total gross and net pay by payroll group.
TOTAL PAY CYCLE	Displays the total gross and net pay by pay cycle.
REPORT TOTAL	Displays the total gross and net pay for the report.

HAR6300   Paycheck Control List

The Paycheck Control List provides a log that lists the number of checks and advices to be picked up by pay location. The report is generated by the Bank Notification/Check, EFT Register Driver process. Space is provided for the employee picking up the checks to sign and to note the pickup date and time to ensure that an appropriate audit trail is maintained. Pay locations are grouped by pay cycle, payroll group and payroll number. *Mobius Retention Period: 2 regular pay cycles*

FIELD NAME	DESCRIPTION
CHECK COUNT	Displays the number of checks to be picked up at the listed pay location.
EFT COUNT	Displays the number of direct deposit advice statements to be picked up.
CHECK/ADVICE	Displays the total dollar amount of all checks and advice statements at the listed pay location.
SIGNATURE/ EMPLOYEE ID	Displays a space for the signature of the employee picking up the checks.
PICK UP DATE/ TIME	Displays a space to record the date and time the checks are picked up.
TOTAL PAYROLL NUMBER: CHECK COUNT	Displays the total number of checks issued for the listed payroll number.
TOTAL PAYROLL NUMBER: DIRECT DEPOSIT COUNT	Displays the total number of direct deposit advice statements for the listed payroll number.
AMOUNT	Displays the total amount of all checks and advice statements for the listed payroll number.

HBA6000   Probationary Period Tickler Report

The Probationary Period Tickler Report lists all employees whose probationary end dates occur within thirty days of the report run date. This report is useful in tracking employees that may be approaching a performance or pay review and can be used to trigger the scheduling of such events. This report runs monthly. *Mobius Retention Period: 3 months*

FIELD NAME	DESCRIPTION
LAST NAME	Displays the employee's last name
FIRST NAME	Displays the employee's first name
EMPLOYEE ID	Displays the employee's social security number.
APPT ID	Displays the employee's appointment ID number to indicate whether or not this is a primary appointment. A blank appointment ID indicates a primary appointment.
PERSON ACTN	Displays the personnel action code that began the employee's probationary period.
REASON CODE	Displays the code for the reason of the personnel action.
STATUS	Displays the employee's employment status code.
EFFECTIVE DATE	Displays the date in which the personnel action will become effective.
TITLE	Displays the employee's job title code.
GRADE	Displays the employee's pay grade.
STEP	Displays the employee's pay step.
PROBATION ST DAT	Displays the date when the employee's probationary period began.
PROBATION END DATE	Displays the date when the employee's probationary period will end.

HBA9000   Missing Personal Attributes

The Missing Personal Attributes Report lists all employees within an agency and organization who have any missing personal attributes. This report displays the employees' personal attributes that are available and leaves the fields with missing data blank. It is useful for tracking information important to Federal tax reporting, EEO reporting, etc. The report runs monthly. *Mobius Retention Period: 3 months*

FIELD NAME	DESCRIPTION
LAST NAME	Displays the employee's last name.
FIRST NAME	Displays the employee's first name.
EMPLOYEE ID	Displays the employee's social security number.
SEX	Displays the employee's gender, if available.
ETHNIC IDENTIFICATION	Displays the code that indicates the employee's ethnicity, if available.
BIRTH DATE	Displays the employee's birth date, if available.
SOCIAL SECURITY NUMBER.	Displays the employee's social security number. This should field should match the employee ID field.

HBA9100   Personnel Attribute Override Audit

The Personnel Attribute Override Report lists the employees who have any personnel attribute override elements on their Employment Status Maintenance Transaction (ESMT). This report is useful in tracking those employees with attributes different than those specified to the title/sub-title to which they are associated. This report is run by request. *Mobius Retention Period: 3 months*

FIELD NAME	DESCRIPTION
EMPLOYEE NAME	Displays the employee's last name and first name.
EMPLOYEE ID	Displays the employee's social security number.
APPT ID	Displays the employee's appointment ID to indicate whether or not this is a primary appointment. A blank appointment ID indicates a primary appointment.

TITLE	Displays the employee's job title code.
EFF DATE	Displays the date that the attribute override became effective.
OVERRIDE ATTRIBUTE	Displays the name of the attribute that was overridden.
OVERRIDE VALUE	Indicates the value that the attribute was overridden to.
OVERRIDE LONG DESCRIPTION	Displays the long description of the override value.
NORMAL VALUE	Displays the normal value of the attribute.
STANDARD DESCRIPTION	Displays the long description of the normal value of the attribute.

HKA3000   Employee by Position

The Employee by Position Report provides a list of all employees filling a position within an agency and organization. This report is used for tracking positions within an agency and organization. It runs monthly. *Mobius Retention Period: 3 months*

FIELD NAME	DESCRIPTION
POSITION NUMBER	Displays the position number.
LAST NAME	Displays the employee's last name.
FIRST NAM	Displays the employee's first name.
EMPLOYEE ID/APPOINTMENT ID	Displays the employee's social security number and indicates if this is their primary or secondary appointment. A blank appointment ID indicates a primary appointment.
EMPLMT STAT	Indicates the employee's employment status (i.e. active or inactive).
HOME ORGANIZATION	Displays the employee's home organization code.
TITLE/SUB TITLE	Displays the employee's title and sub-title codes.
% FTE	Displays the percentage of full time that the employee makes up.
EFFECTIVE DATE	Displays the date the employee information became effective.
EXPERATION DATE	Displays the date the employee information expires.
TOTALS FOR THE ORGANIZATION	Displays the organization code for which totals will be displayed.
TOTAL EMPLOYEES	Displays the total number of employees that are assigned to positions within the organization.
TOTAL FTES	Displays the total number of full-time-equivalents within the organization.
TOTALS FOR AGENCY	Displays the agency code for which totals will be displayed.
TOTAL EMPLOYEES	Displays the total number of employees that are assigned to positions within the agency.
TOTAL FTES	Displays the total number of full-time-equivalents within the agency.

ODW840   Fringe Benefits Amount Report

The Fringe Benefits Amount Report lists employee detail fringe charges. The employees are grouped by pay cycle, agency, organization, and fund. *Mobius Retention Period: 6 months*

EMPLOYEE ID	Displays the employee's social security number.
EMPLOYEE NAME	Displays the employee's last name and first name.
SOCIAL SECURITY	Displays the employee's social security number. This should field should match the employee ID field.
MEDICARE	Displays the employer's fringe pay amount of Medicare tax.
CONSOLIDATED HEALTH INSUR	Displays the employer's fringe pay amount of health insurance.
BASIC LIFE INSURANCE	Displays the employer's fringe pay amount of life insurance.
RETIREMENT	Displays the employer's fringe pay amount of retirement contribution.
LTD	Displays the employer's fringe pay amount of long term disability insurance.

DEFERRED COMPENSATION	Displays the employer's fringe pay amount of deferred compensation contribution.
TOTALS FOR REPORTING CATEGORY	Displays the totals of all the above information for the specified reporting category.
TOTALS FOR FUND	Displays the totals of all the above information for the specified fund.
TOTALS FOR ORGANIZATION	Displays the totals of all the above information for the specified organization.
TOTALS FOR AGENCY	Displays the total of all the above information for the specified agency.

ODW891   Data Warehouse SNAP Employee Error Report

The Data Warehouse SNAP Employee Error Report provides a list of all failed lookups on the SNAP_EMPLOYEE table in the data warehouse. *Mobius Retention Period: 1 week*

EMPLOYEE ID	Displays the employee's social security number.
APPT ID	Displays the employee's appointment ID number to indicate whether or not this is a primary appointment. A blank appointment ID indicates a primary appointment.
ERROR DESCRIPTION	Displays an error for all failed lookups on the SNAP_EMPLOYEE table.

ODW897   Share Leave Report

The Data Warehouse Share Leave Report provides a listing of employee share leave donation and usage amounts by agency per pay period. *Mobius Retention Period: Not yet determined*

EMPLOYEE NAME	Displays the name of the employee.
EMP ID	Displays the employee's social security number.
DONATION AMT	Displays the amount of share leave donated by this employee.
USAGE AMT	Displays the amount of share leave used by this employee.

ODWF640   Employees Not On Direct Deposit

The Employees Not On Direct Deposit Report is used to replace the PARS Employees Not On Direct Deposit Report (OAP893R1). This report lists all employees that do not have an active Net Pay Electronic Funds Transfer (EFT) Transaction. It runs every pay cycle. *Mobius Retention Period: 2 regular pay cycles*

FIELD NAME	DESCRIPTION
EMPLOYEE NAME	Displays the name of the employee.
EMPLOYEE ID	Displays the employee's social security number.
APT ID	Displays the employee's appointment ID.
TOTAL FOR AGENCY	Displays the total number of records for the agency.
TOTAL FOR REPORTING ORG	Displays the total number of records for the reporting organization.
TOTAL FOR ORGANIZATION	Displays the total number of records for the organization.
TOTAL FOR STATE	Displays the total number of records for State of Missouri.

OHB0805   Year-to-Date Payroll Register

The Year-To-Date Payroll Register Report is used to replace the previous PARS Year-To-Date Payroll Register Report. This report provides a summary of employees' earnings and tax withholdings for the current calendar year-to-date. The earnings and withholding information is summarized at the employee level, not the appointment level, and appears with the agency and organization of employees' primary appointments. This report is sorted by agency and organization and runs every pay cycle. *Mobius Retention Period: 3 years*

FIELD NAME	DESCRIPTION
EMPLOYEE NAME	Displays the employee's name.
SSN	Displays the employee's social security number.
EMP-ST	Displays the employee's employment status.
GROSS EARNINGS	Displays the employee's year-to-date gross earnings for the current calendar year.
FEDERAL	Displays the employee's year-to-date Federal taxable earnings.
OASDI	Displays the employee's year-to-date taxable earnings for OASDI (social security).
MEDICARE	Displays the employee's year-to-date taxable earnings for Medicare.
CITY	Displays the city abbreviation, if any, for which the employee pays a city tax.
GROSS	Display's the employee's current year-to-date taxable earnings for local tax.
TAX	Displays the current year-to-date amount that has been withheld from the employee's pay for local tax.
FEDERAL	Displays the current year-to-date amount that has been withheld from the employee's pay for Federal tax.
STATE	Displays the current year-to-date amount that has been withheld from the employee's pay for State tax.
OASDI	Displays the current year-to-date amount that has been withheld from the employee's pay for OASDI tax.
MEDICARE	Displays the current year-to-date amount that has been withheld from the employee's pay for Medicare tax.
EIC	Displays the current year-to-date amount that has been withheld from the employee's pay for Earned Income Credit.
TOTALS FOR REPORTING ORG (1-12)	Displays the totals of all the above information for each reporting organization.
TOTALS FOR AGENCY	Displays the totals of all the above information for the agency.
TOTALS FOR ORG	Displays the totals of all the above information for the organization.
STATE TOTALS	Displays the totals of all the above information for State of Missouri.

OHB0816   Current Earnings Register

This report replaces the PARS Current Earnings Register Report (OAP510R3). It displays an earnings record, by agency and organization, for each employee. The earnings record lists the employee's total earnings, total taxable earnings, and taxes withheld for a pay period. The report also lists the total dollar amount of each employee's other deductions and their net pay amount. Additionally, this report reflects totals for the agency and organization as well as statewide totals, including employee counts. The report runs after each pay cycle. *Mobius Retention Period: 6 months*

FIELD NAME	DESCRIPTION
NAME	Displays the employee's name.
ID	Displays the employee's social security number.
TITLE	Displays the employee's job title code.
PYCL	Displays the employee's pay class code.
PAY RATE	Displays the employee's rate of pay.
CHECK	Displays the employee's pay check/advice number.

CATG	Displays the event category code for which pay has been generated for the employee. This field will list only non-fringe pay type event categories.
Note: Pay categories will be displayed in order of their check print sequence priority. If there are more than five pay categories, all categories other than the top five will be added together and listed as other.	
HOURS	Displays the total number of hours and minutes that each pay event category lasted for the pay period.
AMOUNT	Displays the dollar amount earned for each pay event category for the pay period.
CATG	Displays the event categories for which an employee's income can be taxed.
AMOUNT	Displays the dollar amount that is being taxed for each event category listed.
Note: Taxable earnings will be listed separately for Federal income, earned income credit, State income, City, OASDI, and Medicare. The City tax will be defined by a code that indicates the taxing entity.	
CATG	Displays the event categories for which taxes have been withheld.
AMOUNT	Displays the dollar amount that has been deducted from the employee's gross pay for each event category listed.
OTHER DEDUCTIONS	Displays the total amount of all other deductions from the employee's gross pay that have not been included in the tax deductions.
NET AMOUNT	Displays the employee's net pay.
TOTAL FOR ORGANZATION	Displays the organization's total earnings, taxes withheld, other deductions, and net pay amounts.
EMPLOYEE COUNT	Displays the total number of unique employees for the organization.
TOTAL FOR AGENCY	Displays the agency's total earnings, taxes withheld, other deductions, and net pay amounts.
EMPLOYEE COUNT	Displays the total number of unique employees for the organization.
TOTAL FOR REPORT	Displays the total earnings, taxes withheld, other deductions, and net pay amounts for the entire report. These totals reflect statewide totals.
EMPLOYEE COUNT	Displays the total number of unique employees for State of Missouri.

OHB0823   Allocated Vacant Positions

The Allocated Vacant Position Report replaces the PMS Allocated Vacant Position Report (OPM064R1). It lists vacant positions by agency and organization as well as the prior incumbents for the position. The positions listed on this report include all positions where the Authorized FTE is greater than zero and the Authorized Incumbent is greater than Filled Incumbent on the Position Authorization Inquiry (QPAT) window. The report runs with each regular pay cycle. *Mobius Retention Period: 3 months*

FIELD NAME	DESCRIPTION
POS NO	Displays the position number.
EMPLOYEE ID	Displays either the last incumbent's social security number or left blank.
APPT ID	Displays either the last incumbent's appointment identification number or left blank. A blank appointment ID indicates a primary appointment.
EMPLOYEE NAME	Displays either the name of the last incumbent or "NO PRIOR INCUMBENT."
DATE VACATED	Displays the date when the position became vacant.
POSN STAT	Displays the position status code. Valid position status codes can be found on the Position Status (PSTS) window.
CIV SERV	Displays the Civil Service Status code for the position. This code distinguishes weather a position is UCP or Non-UCP, and for UCP, whether it is merit or non-merit.
LOC	Displays the code that corresponds with the physical location of the new position. This is a 6 character field. The first character identifies the agency. The second through fourth characters indicate the city and county code. The fifth character indicates the street address and the sixth character is a sequential character if more than one location exists on the same street. Valid location codes can be found on the Location (LOC) window.

CTY	Displays the county code for the position.
DATE CREATED	Displays the date when the position was created.
AUTH INC	Displays the total number of authorized incumbents for the specified fiscal year, agency and organization.
AUTH FT	Displays the total number of authorized full time equivalents (FTEs) for the specified fiscal year, agency and organization.
FILLED INC	Displays the total number of filled incumbents for the specified fiscal year, agency and organization.
FILLED FTE	Displays the total number of filled full time equivalents (FTEs) for the specified fiscal year, agency and organization.

OHB0825   Active Positions Unclassified Merit

The Active Positions Report (Unclassified Merit and UCP Exempt) replaces the PARS PMS Active Positions Report (OPM072R1). It provides a list of positions by agency and organization with a Position Status (PSTS) other than INACT (in-active) and with Civil Service Status (CIVS) codes of UCPE (UCP Exempt) and UCPU (Unclassified Merit). The information for this report is obtained from fields on the Position Status Inquiry (QPST) window and the Position Roster Inquiry (QPSR) window. It runs after each pay cycle. *Mobius Retention Period: 3 months*

FIELD NAME	DESCRIPTION
TITLE	Displays the job title code for the position.
NUMBER	Displays the position number.
STATUS	Displays the position status code. Valid position status codes can be found on the Position Status (PSTS) window.
CIV SERV	Displays the Civil Service Status code for the position. This code distinguishes weather a position is UCP or Non-UCP, and for UCP, whether it is merit or non-merit.
LOC	Displays the code that corresponds with the physical location of the new position. This is a 6 character field. The first character identifies the agency. The second through fourth characters indicate the city and county code. The fifth character indicates the street address and the sixth character is a sequential character if more than one location exists on the same street. Valid location codes can be found on the Location (LOC) window.
CNTY	Displays the county code for the position.
NAME	Displays the name of the employee that holds the position. If no incumbent occupies the position then the field will say vacant.
EMPLOYEE ID	Displays the employee's social security number.
APT ID	Displays the employee's appointment identification number. A blank appointment ID indicates a primary appointment.
TITLE CODE	Displays the job title code for the employee.
DESCRIPTION	Displays the job title description for the employee.
DATE VAC	If the position is vacant this field will display the date when it became vacant. Otherwise it will be blank.
ENTRY DAT	Displays the date that the employee entered the position.
PAY RATE	Displays the employee's rate of pay.

OHB0863 Restricted Limited Allocation

The Restricted (Limited) Allocation Report replaces PARS PMS Restricted (Limited) Allocation Report (OPM062R2). It provides a list of positions by agency and organization with a Position Status (PSTS) of RSTRB (restricted budgeted position) or RSTRN (restricted non-budgeted position) and the date when the restricted status became effective. The information for this report is obtained from fields on the Position Status Inquiry (QPST) window and the Position Roster Inquiry (QPSR) window. The report runs monthly or on request. *Mobius Retention Period: 3 months*

FIELD NAME	DESCRIPTION
POSN NUMBER	Displays the position number.
CIV SERV	Displays the Civil Service Status code for the position. This code distinguishes weather a position is UCP or Non-UCP, and for UCP, whether it is merit or non-merit.
TITLE CODE	Displays the title code for the position.
TITLE DESCRIPTION	Displays the title description for the position.
TITLE CATG	Displays the tile category code for the position. A title category identifies multiple titles for a position (e.g. multi-allocations, job clusters, trainee assignments, etc.)
EMPLOYEE NAME	Displays the name of the employee that holds the position. If no incumbent occupies the position then the field will say vacant.
EMPLOYEE ID	Displays the employee's social security number.
APT ID	Displays either the last incumbent's appointment identification number or left blank. A blank appointment ID indicates a primary appointment.
POSN STAT	Displays the position status code. Valid position status codes can be found on the Position Status (PSTS) window
EFF DATE	Displays the date when the position was given a restricted status.

OHB0877 SUSE ESMT Audit Trail Report

The SUSE ESMT Audit Trail Report is a daily list of approved ESMTs. *Mobius Retention Period: 3 months*

EMPLOYEE NAME	Displays the name of the employee.
SSN	Displays the employee's social security number.
TRANS ID	Displays the identification number assigned to the ESMT transaction.
EFFECTIVE DATE	Displays the ESMT's effective date.
PACT	Displays the personnel action code.
PART	Displays the personnel action reason code.
INITIATOR	Displays the mainframe identification code for the user who created the ESMT.
INITIATED DATE	Displays the date the ESMT was created.
LEV	Displays the approval level applied to the ESMT.
APPROVER	Displays the identification code of the most current person to apply an approval to the ESMT.
APPROVED DATE	Displays the date of the most current approval applied.

OHB535R1 Adjustment Activity Report

The Adjustment Activity Report lists employees with annual leave being removed due to exceeding the maximum annual leave amount allowed per year. The report is run annually in November. *Mobius Retention Period: 2 years*

EMPLOYEE ID	Displays the employee's social security number.
APT ID	Displays the employee's appointment ID number. If this field is blank then the information pertains to the employee's primary appointment.
NAME	Displays the employee's name.
LEAVE CAT	Displays the leave category code.

ADJUST AMT	Shows the amount of leave being removed from the employee's leave balance.
DOCUMENT ID	Shows the identification number assigned to the processed document.

OHB595R1   Payroll Mass Accounting Change Audit Report (PMAC)

The Payroll Mass Accounting Change Audit Report lists JVP PRL documents that were changed on the previous day as well as the downstream transactions that are impacted. PRL documents are grouped by agency and original document number. TV, PRD, and PRF documents are grouped by fund. The report is run daily. *Mobius Retention Period: 3 Months*

FIELD NAME	DESCRIPTION
AGENCY	Displays the Agency from which the labor or wages are being paid.
ORIGINAL DOCUMENT	This is the document number assigned to the original document produced during the pay cycle.
ORIGINAL ACCOUNTING	Displays the accounting distribution for the original JVP document.
CORRECTED ACCOUNTING	Displays the accounting distribution for the corrected JVP document.
BFY	Displays the two-digit number of the Budget Fiscal Year of the accounting distribution.
APD	Displays the accounting period using MM/YY as the format of the accounting distribution.
FUND	Displays the Fund assignment of the accounting distribution.
AGY	Displays the Agency assignment of the accounting distribution.
ORG/SUB	Displays the Organization and Sub-organization assignment of the accounting distribution.
APPROP	Displays the Appropriation Code assignment of the accounting distribution.
ACTV	Displays the Activity Code assignment of the accounting distribution.
FUNC	Displays the Function Code assignment of the accounting distribution.
OBJ/SUB	Displays the Object and Sub-object Code assignment of the accounting distribution.
REPT	Displays the Reporting Category Code assignment of the accounting distribution.
JOB/PROJ	Displays the Job and Project Code assignment of the accounting distribution.
USER ID	Displays the User ID of the OA employee who processed the change to the original document.
AMOUNT	Displays the amount of the transaction.
NEW DOCUMENT	Displays the document number assigned to the new document.
NOTE REGARDING PRL DOCUMENT NUMBERING: If this is the first change for this document, the document number will be unchanged. If more than one change occurs for the same document, the iteration counter increases by one each time the document goes through the change process after the first change. The document number scheme is JVP aaa PRLrrrinnnn.	
aaa = Agency **rrr = Run Number** **I = Iteration Counter** **nnnn = Alphanumeric Sequence Number (excluding vowels)**	
TRANSFER ADJUSTMENTS	Displays the document numbers of all new and reversing TV documents that were created from the previous day's changes.
NOTE REGARDING TV DOCUMENT NUMBERING: The document number scheme for TV documents is: TV aaa TVPRrrrnnnn	
aaa = Agency **rrr = Run Number** **nnnn = Alphanumeric Sequence Number (excluding vowels)**	
An R in the first position of the Alphanumeric Sequence Number indicates a reversing entry. An N in the first position of the Alphanumeric Sequence Number indicates a new entry.	

APD	Displays the accounting period using MM/YY as the format of the accounting distribution.
FUND	Displays the Fund that the transaction amount is being charged to.
AGY	Displays the Agency being charged with the transaction amount.
ORG/SUB	Displays the Organization and Sub-organization being charged with the transaction amount.
APPROP	Displays the Appropriation Code assignment for the transfer adjustment.
REV	Displays the revenue source.
OBJ/SUB	Displays the Object and Sub-object Code assignment for the transfer adjustment.
TO FUND	Displays the Fund Code the transaction amount is being moved to.
AMOUNT	Displays the amount of the transaction.
FRINGE ADJUSTMENTS	Displays the document numbers of all new and reversing PRF documents that were created from the previous day's changes. **NOTE: Document numbering on these documents does not necessarily reflect the Home Agency. The document number will be displayed for the first agency on the PRF document.**

NOTE REGARDING PRF DOCUMENT NUMBERING: The document number scheme for PRF documents is: PRF aaa PRFrrrnnnnn
- **aaa = Agency**
- **rrr = Run Number**
- **nnnnn = Alphanumeric Sequence Number (excluding vowels)**

An R in the first position of the Alphanumeric Sequence Number indicates a reversing entry. An N in the first position of the Alphanumeric Sequence Number indicates a new entry.

APD	Displays the accounting period using MM/YY as the format of the accounting distribution.
FUND	Displays the Fund that the transaction amount is being charged to.
AGY	Displays the Agency being charged with the transaction amount.
ORG/SUB	Displays the Organization and Sub-organization being charged with the transaction amount.
APPROP	Displays the Appropriation Code assignment for the fringe adjustment.
ACTV	Displays the Activity Code assignment for the fringe adjustment.
FUNC	Displays the Function Code assignment for the fringe adjustment.
OBJ/SUB	Displays the Object and Sub-object Code assignment for the fringe adjustment.
BAL ACCT	Displays the Balance Sheet Account for the benefit being adjusted.
REPT CATG	Displays the Reporting Category Code assignment for the fringe adjustment.
JOB/PROJ	Displays the Job and Project Code assignment for the fringe adjustment.
AMOUNT	Displays the amount of the transaction.
DEDUCTION ADJUSTMENTS	Displays correctly allocated payment voucher payments when funds are changed through PMAC.

NOTE REGARDING PRD DOCUMENT NUMBERING: The document agency is always Office of Administration—agency code 300. The document number scheme is JVP 300 PRDrrrnnnnn.
- **rrr = Run Number**
- **nnnnn = Alphanumeric Sequence Number (exluding vowels)**

APD	Displays the accounting period using MM/YY as the format of the accounting distribution.
FUND	Displays the Fund that the transaction amount is being charged to.
AGY	Displays the Agency being charged with the transaction amount.
ORG/SUB	Displays the Organization and Sub-organization being charged with the transaction amount.
APPROP	Displays the Appropriation Code assignment for the fringe adjustment.
ACTV	Displays the Activity Code assignment for the fringe adjustment.
FUNC	Displays the Function Code assignment for the fringe adjustment.
OBJ/SUB	Displays the Object and Sub-object Code assignment for the fringe adjustment.

BAL ACCT	Displays the Balance Sheet Account for the benefit being adjusted.
REPT CATG	Displays the Reporting Category Code assignment for the fringe adjustment.
JOB/PROJ	Displays the Job and Project Code assignment for the fringe adjustment.
AMOUNT	Displays the amount of the transaction.

OHB595R2   Payroll Accounting Adjustment Audit Report (PACC)

The Payroll Accounting Adjustment Audit Report lists JVP PRL documents that were changed on the previous day at the request of the agencies. PRL documents are grouped by agency and original document number. TV, PRD and PRF documents are grouped by fund. The report is run daily. *Mobius Retention Period: 3 Months*

FIELD NAME	DESCRIPTION
AGENCY	Displays the Agency from which the labor or wages are being paid.
ORIGINAL DOCUMENT	This is the document number assigned to the original document produced during the pay cycle.
ORIGINAL ACCOUNTING	Displays the accounting distribution for the original JVP document.
CORRECTED ACCOUNTING	Displays the accounting distribution for the corrected JVP document.
BFY	Displays the two-digit number of the Budget Fiscal Year of the accounting distribution.
APD	Displays the accounting period using MM/YY as the format of the accounting distribution.
FUND	Displays the Fund assignment of the accounting distribution.
AGY	Displays the Agency assignment of the accounting distribution.
ORG/SUB	Displays the Organization and Sub-organization assignment of the accounting distribution.
APPROP	Displays the Appropriation Code assignment of the accounting distribution.
ACTV	Displays the Activity Code assignment of the accounting distribution.
FUNC	Displays the Function Code assignment of the accounting distribution.
OBJ/SUB	Displays the Object and Sub-object Code assignment of the accounting distribution.
REPT	Displays the Reporting Category Code assignment of the accounting distribution.
JOB/PROJ	Displays the Job and Project Code assignment of the accounting distribution.
USER ID	Displays the User ID of the OA employee who processed the change to the original document.
AMOUNT	Displays the amount of the transaction.
REVERSAL DOCUMENT	Displays the document number assigned to the reversal document and the amount of the transaction.
NEW DOCUMENT	Displays the document number assigned to the new document and the amount of the transaction.
NOTE REGARDING PRR AND PRL DOCUMENT NUMBERING: When a reversing document is created the document number of the reversing document is the same as the original document with the iteration position increased by one (1) on the PRR document. When the new document is created the document number is the same as the reversing document with the iteration position increased by one (1) on the new PRF document. The document number scheme for the reversing PRR document is JVP aaa PRRrrrinnnn. The document number scheme for the new PRL document is JVP aaa PRLrrrinnnn. **aaa = Agency** **rrr = Run Number** **i = Iteration Counter** **nnnn = Alphanumeric Sequence Number (excluding vowels)**	

TRANSFER ADJUSTMENTS	Displays the document numbers of all new and reversing TV documents that were created from the previous day's changes.

NOTE REGARDING TV DOCUMENT NUMBERING: The document number scheme for TV documents is: TV aaa TVPRrrrnnnn
- **aaa = Agency**
- **rrr = Run Number**
- **nnnn = Alphanumeric Sequence Number (excluding vowels)**

An X in the first position of the Alphanumeric Sequence Number signifies a reversing TV document. A C in the first position of the Alphanumeric Sequence Number signifies a new TV document.

APD	Displays the accounting period using MM/YY as the format of the accounting distribution.
FUND	Displays the Fund that the transaction amount is being charged to.
AGY	Displays the Agency being charged with the transaction amount.
ORG/SUB	Displays the Organization and Sub-organization being charged with the transaction amount.
APPROP	Displays the Appropriation Code assignment for the transfer adjustment.
REV	Displays the revenue source.
OBJ/SUB	Displays the Object and Sub-object Code assignment for the transfer adjustment.
TO FUND	Displays the Fund Code the transaction amount is being moved to.
AMOUNT	Displays the amount of the transaction.
FRINGE ADJUSTMENTS	Displays the document numbers of all new and reversing PRF documents that were created from the previous day's changes. **NOTE: Document numbering on these documents does not necessarily reflect the Home Agency. The document number will be displayed for the first agency on the PRF document.**

NOTE REGARDING PRF DOCUMENT NUMBERING: The document number scheme for PRF documents is: PRF aaa PRFrrrnnnnn
- **aaa = Agency**
- **rrr = Run Number**
- **nnnnn = Alphanumeric Sequence Number (excluding vowels)**

An X in the first position of the Alphanumeric Sequence Number signifies a reversing PRF document. A C in the first position of the Alphanumeric Sequence Number signifies a new PRF document.

APD	Displays the accounting period using MM/YY as the format of the accounting distribution.
FUND	Displays the Fund that the transaction amount is being charged to.
AGY	Displays the Agency being charged with the transaction amount.
ORG/SUB	Displays the Organization and Sub-organization being charged with the transaction amount.
APPROP	Displays the Appropriation Code assignment for the fringe adjustment.
ACTV	Displays the Activity Code assignment for the fringe adjustment.
FUNC	Displays the Function Code assignment for the fringe adjustment.
OBJ/SUB	Displays the Object and Sub-object Code assignment for the fringe adjustment.
BAL ACCT	Displays the Balance Sheet Account for the benefit being adjusted.
REPT CATG	Displays the Reporting Category Code assignment for the fringe adjustment.
JOB/PROJ	Displays the Job and Project Code assignment for the fringe adjustment.
AMOUNT	Displays the amount of the transaction.
DEDUCTION ADJUSTMENTS	Displays correctly allocated payment voucher payments when funds are changed through PAAC.

NOTE REGARDING PRD DOCUMENT NUMBERING: The document agency is always Office of Administration—agency code 300.   The document number scheme is JVP 300 PRDrrrnnnnn.
- **rrr = Run Number**
- **nnnnn = Alphanumeric Sequence Number (excluding vowels)**

APD	Displays the accounting period using MM/YY as the format of the accounting distribution.
FUND	Displays the Fund that the transaction amount is being charged to.
AGY	Displays the Agency being charged with the transaction amount.
ORG/SUB	Displays the Organization and Sub-organization being charged with the transaction amount.
APPROP	Displays the Appropriation Code assignment for the fringe adjustment.
ACTV	Displays the Activity Code assignment for the fringe adjustment.
FUNC	Displays the Function Code assignment for the fringe adjustment.
OBJ/SUB	Displays the Object and Sub-object Code assignment for the fringe adjustment.
BAL ACCT	Displays the Balance Sheet Account for the benefit being adjusted.
REPT CATG	Displays the Reporting Category Code assignment for the fringe adjustment.
JOB/PROJ	Displays the Job and Project Code assignment for the fringe adjustment.
AMOUNT	Displays the amount of the transaction.

OHB801R1   Training Tracking Report

The Training Tracking Report lists training records cumulatively starting at the beginning of each new fiscal year. The report sorts by agency and organization and runs monthly. *Mobius Retention Period: 3 months*

FIELD NAME	DESCRIPTION
EMPLOYEE SSN	Displays the employee's social security number.
EMPLOYEE NAME	Displays the name of the employee.
TITLE	Displays the employee's title code and title description.
COURSE	Displays the course code and course title.
TRAINING DATE	Displays the beginning and end date of the course attended by the employee.
HOURS	Displays the length of the course in hours.
COST	Displays the State's cost for the course.
SCHOOL	Displays the school code and school long description where the course was given.
ORGANIZATION TOTALS	Displays total hours and total cost by organization.
AGENCY TOTALS	Displays total hours and total cost by agency.
STATE TOTALS	Displays total hours and total cost for all agencies.

OHB781R1   Deferred Comp Error Report

The Deferred Comp Error Report is generated after reading a data warehouse file. It provides a list of employees whose DEFCE and DEFCR records do not match. It also verifies the Benefit Progression Start Date is more than one year old. The report sorts by agency and runs each pay cycle. *Mobius Retention Period: 2 regular pay cycles*

FIELD NAME	DESCRIPTION
SSN	Displays the employee's social security number.
PAY LOC	Displays the employee's assigned pay location.
FIRST NAME	Displays the first name of the employee.
M	Displays the middle initial of the employee.
LAST NAME	Displays the last name of the employee.
ERROR DESCRIPTION	Displays an error for all false conditions.
COMMENT	Displays comments associated with this transaction.

OHB819R   Employees Not Paid

The Employees Not Paid Report replaces the PARS Employees Not Paid Report (OAP503R2). This report is divided into two sections. One section lists all employees within an agency and organization that have an active employment status and did not receive any pay. The other section lists all employees within an agency and organization whose employment status code (EMPS) on their employment status maintenance transaction (ESMT) is considered to be "leave of absence." (This report does not include employees that have been put on leave without pay on a timesheet.) *Mobius Retention Period: 2 regular pay cycles*

FIELD NAME	DESCRIPTION
EMPLOYEE ID	Displays the employee's social security number.
APT ID	Displays the employee's appointment ID number. If this field is blank then the information pertains to the employee's primary appointment.
EMPLOYEE NAME	Displays the employee's name.
TITLE/DESCRIPTION	Displays the employee's title code and the short description of the title.
AMT BASIS	Displays the Amount Basis ID that indicates the employee's time-based pay rate (i.e. hourly or pay period amount).
PAY RATE	Displays the employee's rate of pay.
POSITIVE/EXCEPTION	Indicates whether an employee is exception or positive paid.
JOB STATUS	Displays the job status code to indicate the status of the employee's appointment (i.e. temporary, probationary, etc.).
LAST PAID DATE	Displays the last date that the employee received pay.
EMPL STATUS	Displays the employee's employment status code (i.e. active, inactive, etc.).
%FTE	Displays the percentage of full-time that the employee works. For example: 1.0 is full-time, 0.5 is half-time.
EFFECTIVE DATE	Displays the effective date from the employee's most recent Employment Status Maintenance Transaction (ESMT).

OHUB807   Annual Wage & Tax Report by Agy/Org

The Annual Wage & Tax Report by Agency and Organization Report replaces the PARS Annual Wage & Tax Report by Dept, Div, Sect (OAP558R1). This report provides an annual summary, by agency and organization, of Employees' W2 information. This includes wage and tax withholdings as well as a summary of employees' Fringe Benefit and Deferred Compensation information. The report facilitates quick review of W2 information and distribution, it runs annually. *Mobius Retention Period: 3 years*

FIELD NAME	DESCRIPTION
EMPLOYEE SSN	Displays the employee's social security number.
EMPLOYEE NAME	Displays the name of the employee.
FEDERAL/STATE	Displays the employee's Federal and State taxable wages for the year.
LOCAL	Displays the employee's local taxable wages for the year.
OASDI	Displays the employee's OASDI (social security) taxable wages for the year.
MEDICARE	Displays the employee's Medicare taxable wages for the year.
FEDERAL/STATE	Displays the employee's Federal and State taxes withheld for the year.
LOCAL	Displays the employee's Local tax withheld for the year.
OASDI	Displays the employee's OASDI tax withheld for the year.
MEDICARE	Displays the employee's Medicare tax withheld for the year.
LOCAL TX CD	Displays the city abbreviation, if any, for which the employee pays a city tax.
ANNUITY	Displays the Event Category (CATG) code for any tax sheltered annuities the employee is enrolled in. This includes Deferred Compensation plan.
DEP CARE	Displays the amount, if any, of the employee's Dependent Care through the Cafeteria Plan.
EIC	Displays the employee's amount, if any, of Earned Income Credit.

FRINGE CODE	Displays the Event Category (CATG) code, if any, for the employee's fringe benefits. The codes listed here include fringe benefits as defined by the IRS for W2 reporting purposes, such as an employee's phone allowance.
FRINGE A	Displays the dollar amount of the fringe benefit.
PEN FL	Indicates whether or not the employee is enrolled in a pension plan.
TOTALS FOR REPORTING ORG (1-12)	Displays the totals of all of the above information for each reporting organization.
TOTALS FOR AGENCY	Displays the totals of all of the above information for the agency.
TOTALS FOR ORG	Displays the totals of all of the above information for the organization.
STATE TOTALS	Displays the totals of all of the above information for State of Missouri.

OHUB811   Allocated Position Listing

The Allocated Position Listing Report replaces the PARS PMS Allocated Position Listing Report (OPM062R3). It provides a list of all positions with a Position Status (PSTS) other than INACT (in-active). The information for this report is obtained from fields on the Position Status Inquiry (QPST) window and the Position Roster Inquiry (QPSR) window. It runs after each pay cycle. *Mobius Retention Period: 3 months*

FIELD NAME	DESCRIPTION
POSITION NUMBER	Displays the position number.
TITL/STTL	Displays the job title and sub-title codes for the position.
TITLE DESCRIP	Displays a brief description of the job title.
POS STAT	Displays the position status code. Valid position status codes can be found on the Position Status (PSTS) window
CIV SERV	Displays the Civil Service Status code for the position. This code distinguishes whether a position is UCP or Non-UCP, and for UCP, whether it is merit or non-merit.
LOC	Displays the code that corresponds with the physical location of the new position. This is a 6 character field. The first character identifies the agency. The second through fourth characters indicate the city and county code. The fifth character indicates the street address and the sixth character is a sequential character if more than one location exists on the same street. Valid location codes can be found on the Location (LOC) window.
CTY	Displays the county code for the position.
EMPLOYEE NAME	Displays the name of the employee that holds the position. If no incumbent occupies the position then the field will say vacant.
APT ID	Displays the employee's appointment ID number. A blank appointment ID indicates a primary appointment.
DATE VACATED	If the position is vacant this field displays the date when it became vacant. Otherwise it will be blank.
JOB STAT	Displays the code that reflects the status of the employee (temporary, regular, probationary, etc.)
%FTE	Displays the percentage of full time employment for the employee.
APT TYP	Displays the employee's assignment type (i.e. permanent or temporary).
GRADE	Displays the pay grid and range associated with this position.
STEP	Displays the employee's pay step code.
PAY RATE	Displays the employee's actual dollar amount rate of pay.

OHUB821   Time and Attendance Activity

The Time & Attendance Activity Report replaces the PARS Time & Attendance Activity by Cost Center Report. The report facilitates a new reconciliation process to be developed with the automated Transfer Vouchers created from SAM II. The report is based upon the employee's fringe benefit costs that are derived from each fund, agency, organization and appropriation. This report runs after each pay cycle. *Mobius Retention Period: 3 months*

FIELD NAME	DESCRIPTION
FUND	Displays the code for the fund from which the fringe is paid.
APPROPRIATION	Displays the appropriation unit code representing a specific dollar amount designated by law to a specific purpose.
NAME	Displays the employee's name.
ID	Displays the employee's social security number.
APPT	Displays the employee's Appointment ID that the deduction is associated with. If this field is blank, the information pertains to the employee's primary appointment.
ACTV	Displays the activity code to which the specified appropriation is to be charged.
RPT CAT	Displays the reporting category to which the specified appropriation is to be charged.
JOB	Displays the job category to which the specified appropriation is to be charged.
FUNC	Displays the function code representing the budget for a group- related activity that is aimed at accomplishing a major service or regulatory responsibility.
EARNINGS	Displays the employee's total earnings (this figure does not include fringe earnings).
OASDI	Displays the employer's fringe pay amount of OASDI.
MEDICARE	Displays the employer's fringe pay amount of Medicare tax.
LTD	Displays the employer's fringe pay amount of long term disability insurance.
RETIR	Displays the employer's fringe pay amount of retirement contribution.
LIFE	Displays the employer's fringe pay amount of life insurance.
HEALTH	Displays the employer's fringe pay amount of health insurance.
401A	Displays the employer's fringe pay amount of 401A contribution.
APPROPRIATION TOTAL	Displays the total dollar amount for each fringe pay type for a specific appropriation.
FUND TOTAL	Displays the total dollar amount for each fringe pay type that has been allocated from a specified fund.

OHUB831   Time & Attendance Accepted Transactions

Time & Attendance Accepted Transactions Report replaces the PARS Daily Posting Summary Report (OAP832R1). This report lists all elements of accepted documents, including the document line details as well as any override information entered at the timesheet level. This report runs daily. *Mobius Retention Period: 2 regular pay cycles*

FIELD NAME	DESCRIPTION
AHRS BATCH ID	This field is not used by State of Missouri.
DOC ID	Displays the document identification number.
EMP NAME/ID/ APPT	Displays the employee's name, social security number, and appointment ID number.
DOC LINE	Displays the number of the detailed document line.
EVENT DATE	Displays the date when the event occurred.
EVENT TYPE	Displays the event type for the date specified.
INPUT AMT	Displays the number of hours and minutes of the time or leave event. This will be displayed as hours.minutes (i.e. 4.25 = 4 hours and 25 minutes).
TITLE/STTL	This field will be blank. Title and sub-title cannot be overridden at the timesheet level.
RATE	This field will be blank. Rate cannot be overridden at the timesheet level.
POSN ID	This field will be blank. Position cannot be overridden at the timesheet level.
GRADE	This field will be blank. Grade cannot be overridden at the timesheet level.
STEP	This field will be blank. Step cannot be overridden at the timesheet level.

SUP ID	This field is not used by State of Missouri.
RP FL	This field defines whether or not the reduce base pay flag has been checked.
LD PROF	Displays the Labor Distribution Profile code being used, if any, to override the employee or position assignment.
FUND	Displays the Fund being used, if any, to override the employee or position assignment.
AGY	Displays the Agency code being used, if any, to override the employee or position assignment.
ORG/SORG	Displays the Organization and Sub-Organization codes being used, if any, to override the employee or position assignment.
APPR UNIT	Displays the Appropriation Unit code being used, if any, to override the employee or position assignment.
ACT	Displays the Activity code being used, if any, to override the employee or position assignment.
FUNC	Displays the Function code being used, if any, to override the employee or position assignment.
OBJ/SOBJ	Displays the Object and Sub-Object codes being used, if any, to override the employee or position assignment.
JOB NUM	Displays the job number being used, if any, to override the employee or position assignment.
REPT CATG	Displays the Reporting Category being used, if any, to override the employee or position assignment.